

The **Parks and Recreation Board** met Monday, July 19, 2004 at 4:30 pm in the Board of Works Room at West Lafayette City Hall.

Present at said meeting were Mike Dana, Paula Woods, Leon Trachtman and Attorney John Sorensen. Council Members Ann Hunt and Gil Satterly were present. Joe Payne, Pennie Ainsworth, Chris Foley, Lee Booth, Brenda Lorenz, and Cheryl Kolb represented the Department. Absent were Park Board member Garnet Peck, Council member Gerry Keen, and staff member Brian Tunis.

Mike convened the Board at 4:31pm.

The first item on the agenda was the approval of the minutes of the June 21 meeting. Leon motioned the minutes be approved as presented. Paula seconded the motion, and the motion carried.

Superintendent – Joe reported on the following:

- Noted the Council Report was included in the mailing.
- Acknowledged the Park Board Luncheon sponsors and thanked them for their contributions, noting the list would be included in the minutes.

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to Our Lunch Sponsors**

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Assistant Superintendent – Pennie reported on the following:

- Lights have been installed at Arni Cohen ball fields, noting tonight's game will be the first game under the lights.
- The Men's league tournament is scheduled to finish Tuesday, July 20. The Men's league winner was Arni's. The Coed league has two more weeks of regular season before their double elimination tournament begins. We are planning a fall softball league this year.
- Milestone has finished the Phase II construction for Dubois Park. The boulder was installed, and we will be installing the playground equipment for the older age play area this week.
- Global Fest will be held September 3 & 4 this year.

Parks – Lee reported on the following:

- Inspections.
- Installing fountains at Cumberland Park shelters and Trailhead Park.
- Utility hookup for new Cumberland Park restroom building.
- Routine grounds maintenance.
- General cleanup in Tapawingo Park for Riverfest.

Recreation – Chris reported on the following:

- Basketball camps for grades 2-8 were held on June 28-July 2. The basketball camp is coached by Dave Wood, W.L. High School Varsity coach. Forty-nine children were enrolled.
- Three sessions of tennis lessons were added to address the long waiting lists for the Tennis program.
- The pool was closed for a day; fortunately, it was a cool day. A severe storm caused a power failure to the pump. The pool reopened the following day.
- The Football Skills camp is being held this week at the W.L. High School athletic complex.
- Kiddie Carnival was held Monday, July 12 at Cumberland School. There was a very nice turnout.
- This is the last week for the summer day camps held at Cumberland & Burtsfield Schools. The school staff has been very helpful with our summer programs.
- Several Parks & Recreation staff members participated in this year's Riverfest Dragon Boat race, even though we unfortunately lost.
- Noted this is the last week for our summer day camps at Cumberland and Burstsfield schools, noting that the school staff has been most helpful and grateful in everything that we have done and continue to do at the schools.

Morton Center – Brenda reported on the following:

- The Morton Center registration total for the summer session is now 1,313 compared to last year's total at this point of 1,264, an increase of 4%. We still have a number of classes that will be beginning between now and the middle of August.
- We have collected proposals for the fall program at Morton. There are a few details to be worked out. We have sent the information we currently have for use in the brochure.
- The Morton parking lot has been resealed and the lines repainted. Several customers have commented on how nice it looks.

Beautification & Stewardship – Brian reported on the following:

- Typical landscape maintenance for the season.
- Hazard & storm damage removal has taken place from Happy Hollow Park, Celery Bog Nature Area, Michaud-Sinniger Woods, Cattail Trail, West Lafayette Ball fields, and Lincoln St. lot.
- Transplanted salvaged landscaping at Dubois Park.
- Start new landscaping at new storage building in Tapawingo Park.
- Cleared tree limbs from riverbank in Tapawingo Park.
- Boy Scout has finished work in Michaud-Sinniger Woods.
- Mulch trail, hang bat boxes, clear drainage ditch.

Old Business

A. Projects Update

Joe noted that most of the work has finished in Tapawingo Park. The old deck for the Brown St. abutment overlook has been removed, with the new abutment hopefully being started this week. There is a Rotary fundraiser to help support that project. We are looking forward to doing a mutual news release when the Rotary is ready. A target dedication of the new overlook is expected this fall. We expect to receive bids August 3 for the new restroom facility near the north parking lot in Cumberland Park, expecting to finish that construction this fall. The Friendship House Trail paving may begin this week, it is likely the paving will be in conjunction with the parking lot expansion paving, a mutual project with the School Corporation. We are working on other trail expansions.

B. Budget

Work is continuing on the budget. We are waiting the Council's working sessions, noting they are working with the Mayor today on the budget. They are working to get everything together; the salary ordinance has to be filed by Thursday of this week. There is a recommended 3% increase for City staff in that ordinance, which will affect the rest of the budget.

C. Bach Chorale Rental

The rental period is for Sunday evenings, 6:00-10:00pm. Brenda prepared a projected, proposed rental scale specifically for Bach Chorale Rentals July 2004 – June 2007 to allow the organization to budget for upcoming years. However, the Bach Chorale's budget has already been set for this year, noting full fees will not occur until the following years. Paula motioned to approve the contract extension to the Bach Chorale for July 2004 – June 2005 for the current rental fee, with Gil Satterly remaining as the designated City Representative, noting the projected fees are reviewed prior to future rate approval and that the City representative for the Bach Chorale must be someone designated by the West Lafayette Park Board. Leon seconded the motion, and the motion carried.

New Business

A. Greater Lafayette Recreational Soccer Alliance Agreement

Pennie presented a request from the GLRSA for use of the fields at Cumberland Park from 8/10/04-10/17/04 for games on Friday taking place from 5:30pm-dusk. Practices will be Monday through Friday, 5:00-Dusk. We have their current liability insurance on file, which is still up to date. Leon motioned to approve the use of the fields as presented. Paula seconded the motion, and the motion carried.

West Lafayette School Board

Representative not appointed at this time.

Wabash River Parkway Commission

Paula reported Riverfest went well and everybody was pleased with the event. Paula noted she would not be able to attend the next meeting, if someone would like to represent us. Mike reported the Wabash River Enhancement Corporation will meet on July 26 and that he and Joe are planning on attending.

Other

Cervantes Spanish School

Brenda proposed renewing the contract with Cervantes Spanish School for \$410.00 per month, noting to the group that next year we will impose an inflationary percentage to the monthly rental fee. Paula motioned to approve the lease agreement as presented. Leon seconded the motion, and the motion carried.

Pottery Sale

Brenda received a request from one of the pottery instructors to rent some rooms for a pottery sale, hosting work from Scott Frankenburger, a local, commercial individual. The Park Board declined to approve the request, noting we would like to focus on those individuals or groups that are currently involved with programming at Morton.

Ballfield Rental

Pennie received a request for the rental of the ball fields, with their new lights, this coming weekend, Saturday, July 24. The Park Board agreed if the staff is ready to approve all aspects of the fields being ready for use with the new lights, we could proceed with the rental. We are requesting approval of a one-month policy due to this being new to the department. We will investigate policies and costs from other Parks and Recreation departments around the state. We have decided to set the cut-off time for 11:00pm and have projected a \$125.00 fee for rental use of the fields at this time. The Board agreed to let the staff make the final decision if the fields are ready for rental use using the new lights.

Global Fest Petty Cash and Cash/Change Fund

Pennie presented a request to establish from the Nonreverting Operating Fund, a Cash/Change Fund in the amount of \$500.00 and a Petty Cash Fund for \$200.00 for Global Fest. Both funds will revert back no later than November 30, 2004. Paula motioned to approve the request for both funds as presented. Leon seconded the motion, and the motion carried.

Purchase Orders

N/A

Pay Claims

Lee motioned that claims be paid. Paula seconded the motion, and the motion carried.

Adjourn

The meeting adjourned at 5:35pm.

Presiding Officer

Secretary

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